

ADMINISTRATIVE-INTERNAL USE ONLY

14 February 1986

## MEMORANDUM FOR THE RECORD

SUBJECT: Contracting Officer Authority for new Bureau Building-Nicosia, Cyprus

1. As a result of a meeting on 11 February between D/FBIS, C/E&PS, C/OPS and C/RECD/OL, the following actions will be taken to support the construction contract for the new bureau office building. Effective immediately, RECD will directly assume the role of Contracting Officer's Technical Representative (COTR) for the current construction contract. Further, an RECD engineer will assume the responsibilities, though not the title, of the Contracting Officer upon arrival in Nicosia, approximately 4 March. The RECD engineer will remain in Nicosia until such time as he determines work is progressing on schedule and within budget. The engineer will also provide guidance to the Chief, FBIS Nicosia Bureau concerning administration of the contract in the engineer's absence. Future periodic TDYs will be scheduled to insure ongoing satisfactory progress.

2. The Delegation of Contracting Authority, issued by OL to the Chief, FBIS Nicosia Bureau will remain valid in order to maintain contractual continuity. The Contracting Officer will defer to and support the decisions of the RECD representative in all matters pertaining to the contract.

3. FBIS will request the bureau to provide weekly status reports covering all significant actions, relative to the contract, to RECD until the engineer arrives on site. Weekly reports should be forwarded beginning with the week of 10 February. The first report should include all actions taken since the engineer's departure 30 January.

4. FBIS will instruct the bureau to implement the appropriate portions of the RECD engineer's recommendations contained in FBIS Nicosia 00112, dated 30 January. Specifically, the recommendation for demolition and repair is to be discussed with and forwarded to the design Architect-Engineer in Cyprus.

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Director

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Cyprus

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